

**CHILIS Executive Board Meeting Minutes  
Friday, September 13th, 2013 at 10:00 AM  
Local Government Center, Concord**

**Present:** Amber Coughlin, Lebanon Libraries; Gail Drucker, Laconia Public Library; Ann Hoey, New Hampshire State Library; Nancy Lang, Dunbarton Public Library; Kristin Readel, Stephenson Memorial Library; Kathy Tracy, Tracy Memorial Library; Gail Zachariah, Keene Public Library; Yvette Couser and Liz Gotauco, Merrimack Public Library; Lisette Scott, Dunbar Library; Tara McKenzie, Campton Public Library; Patty Falconer, Hampstead Public Library; Judy Russell, Converse Free Library

**Call to order** 10:00

**Welcome and Introductions**

**Approval of Minutes:** Minutes were reviewed. Minutes accepted with no corrections.

**Reports:**

**Treasurer:** Ann Hoey gave the report. The position is currently open. Ann offered to manage deposits with Citizens Bank if a candidate is able to do bookkeeping but is not convenient to a Citizens Bank Location. NHLA treasurer is a transition resource. The report was accepted as presented and is attached. As of August 31, we have \$19, 822.05. Ann provided a preliminary budget as we have not addressed it officially in 2 years. She voiced her concern that we are running at a deficit currently and this needs to be addressed. Discussion of passing on CSLP manual cost through Spring Conference registration fee (Most CSLP state libraries (NOT NH) cover the cost of manuals and offer them free to libraries to support summer reading). Also discussed passing on some cost to performers because of the exposure CHILIS provides. Conferences are a wash – giving up a conference would NOT be a savings. Book awards are working hard to be self supporting. NHLA is having similar issues with increasing costs and state budget challenges. Further discussion on income issues and creating a reserve account will be on the November agenda.

**Nominations:** Kathy Tracy led discussion introducing open positions and candidates. Board members offer encouragement and support and talk about resources available.

Position descriptions and bylaws are available on the website ([chilis.nhlibrarians.org](http://chilis.nhlibrarians.org))

It was noted updated bylaws need to be added to site. Board meetings are 2nd Friday monthly at LGC (Local Government Center, Concord, NH).

**Four open positions:**

**Vice-President, President-Elect** – 3 Year Position, Voting Member, Represents CHILIS to NHLA Board 3rd Tuesday monthly at LGC, CHILIS sends President to Annual CSLP Conference --  
Candidate -- Tara McKenzie, Campton Public Library

(Kristin Readel transitions to President, Gail Zachariah transitions to Past President)

**Secretary** – 2 year position, Non Voting, Candidate – Liz Gotauco, Merrimack Public also a member of ALSC.

**Treasurer** – 2 year position, Non Voting, Vacant

Conference Co-Chair, Candidate – Judy Russell, Converse Free Library

**Book Awards; Isinglass** (Yvette Couser, Merrimack) and **Great Stone Face** (Luci Albertson, ) appoint a member to the board.

CHILIS appoints a **NERTCL** (New England Round Table of Children's Librarians) rep to attend NELA and Spring Round Table.

**Webmaster** – Nancy Lang, Open next year

**Membership** – Patty Falconer, Open next year

**Center For The Book:** The Center for the Book Liaison, Pam Stauffacher of the Concord Public Library, is not present

**Great Stone Face:**

Great Stone Face Award Co-Chair Luci Albertson of the Bedford Public Library, and Sarah Hydorn of the Amherst Town Library were not present. Gail Zachariah shared Luci's email as they meet the same day we do. GSF is planning to present at NHLA Spring Conference, April 25 and 26, 2014. NERCTL rep, Amber, looking for membership information for GSF as she had a passionate interested school librarian she wanted to connect.

**Isinglass, 7th & 8th Grade Titles:**

Yvette Couser is transitioning to leadership as chair of The Isinglass Teen Read Award , to replace Amy Inglis of the Barrington Public Library who will be leading a building initiative at her library. Yvette reports the committee is focusing on moving committee meetings around the state to dispel the “Barrington/Seacoast area award” myth. Barrington Library continue to host the website. (<http://www.barringtonlibrary.com/barrington/isinglass.asp>)

Mondays, 4-6 pm, September 30th – Wolfeboro, October 28th Merrimack 7pm, November Durham Public Library (date to be announced) as Yvette test drives their new online reservation system. Gail Zachariah mentions she participates virtually and suggests the list be “suggested for 7th & 8th Grade”. Isinglass will be book talking at YALS Conference. <http://yals.nhlibrarians.org/conferences/yals-fall-conference/> .

**Membership:** Patty reports 194 members with 23 new. 45 registered for Fall Conference.

**NERTCL:** Amber attended NERTCL meeting in Westbrook, ME, in August. They are excited about Children's panels for upcoming NELA conference for 2013. <http://conference.nelib.org/> Here are some planned sessions:

Sunday – Appy Hour-3:45 PM

Monday – Children’s Advocacy with April Mazza-8:30 AM; Family Engagement with Beth Frederick-10:45 AM; Author Luncheon with Melissa Sweet-12:15 PM; Foreign Language Panel-2:15 PM; Teen Advocacy-4:30 PM

Tuesday – Anime and Graphic Novels with Casablanca Comics-9 AM; Skyping with Authors with Jennifer Rummel and Kimberly White-11:15 AM

The spring standalone on Kids and Technology will take place in March 21, 2014, at Worcester State University. Noreen O’Gara, Chair of the Minuteman Digital Work Group, will speak about ebooks. Other panels will include social media in the children’s room. Jen and Kim will present on Skyping with authors. NERTCL members continue to be on the lookout for librarians who use social media well. Please toot your own horn and consider sharing with your colleagues. Cen Campbell?

NERTCL's May 2014 Meeting will be held in NH hopefully at LGC. Amber had questions about CHILIS policies on reimbursement for Conference attendance and mileage. Board confirms conference registration and mileage are covered for her representation as needed. Motion to reimburse Amber for representation at NELA for membership, registration and mileage as needed. Board members directed her to NHLA mileage reimbursement form, which should be completed and copied to Ann Hoey as well as NHLA. This will also go to website and should be reflected in the budget and bylaws. Roles of representatives & members to be reviewed and posted to website.

**CHILIS Website:**

Nancy Lang reminds board members that they should be able to post directly to the website. Nancy will review updates needed in bylaws with the support of the committee.

**Fundraising Committee:**

**Summer Reading/CSLP:**

Ann reports new Fizz, Boom, Read brochures are out and ready for distribution at Fall Conference. Summer Reading Evaluations for Dig into reading are being synthesized. Some glitches with #s of ... with words attached. November 1st KBA selection date at LGC. Some discussion about making online evaluation forms printable from website for reporting convenience.

**Old Business: Fall Conference:**

<http://chilis.nhlibrarians.org/files/2013/01/CHILISFALLCONFERENCE2013.pdf>

Ann Hoey deferred to Lisette Scott, Dunbar Library, Host for Fall Conference. Lisette reports our liaison at Eastman Center, Doug, has been very accommodating and we are in good shape for table space, (10 round tables with seating for 12 each...We're planning for 120 attendees) set up and double-sided lunch service. No extra fees for last minute table/chair needs. We will be occupying both rooms as well as available outdoor dining weather permitting. Wheelchair access has been confirmed. Wireless mic,

projector and other technology needs are well in hand. Registration will occur downstairs. Facility will need final counts and dietary limitations by October 11th. Lisette requests final #s from Patty by the 10th to meet his needs. Registration closes on October 7th. Co-Chairs asked that we check in with presenters with reminders periodically as the date approaches. Briefly discussed science related small raffle items.

Gail Drucker will provide CHILIS signage for conference day. Board members arrive by 8 am as presenters and registrants sometimes arrive by 8:15 am. Patty will produce name labels for participants and presenters, Gail Drucker asked about Board Name Tags.

- Tara McKenzie offered to sell note cards conference day ... our only current income.
- Board agreed 1 box for \$8 2 for \$10 so we can use them up.

### **Spring NHLA Conference @ Mountain View Grand Resort, April 25 & 26, 2014**

CHILIS needs to offer presenters. Gail Zachariah offered Current President of ALSC (Association of Library Service to Children/ALA) , Starr LaTronica, who's working on Every Child Ready to Read, Apps and play as well as Everyday Advocacy. RJ Polaccio for luncheon speaker? Chris Rose is also popular and accommodating. Great Stone Face Tea and Isinglass Book Talks are also on deck.

Ann Hoey will email Jen at NHLA with our first pass. Ann also asked to add Adult Summer Reading online form to CHILIS website.

New Business: No new business Kristin Readel will bring refreshments to the October meeting.

Kathy Tracy motioned for adjournment at 11:45 and was seconded by Kristin Readel.